

JCS Files

OCT 23 1951

MEMORANDUM FOR: Director of Central Intelligence

THRU : Deputy Director (Administration)

FROM : Assistant Deputy/I&S

SUBJECT : Executive Order Prescribing Minimum Security Standards

1. The President has issued an Executive Order prescribing regulations to establish minimum standards for classifying and protecting classified information throughout the Executive Branch of the Government. The Order becomes effective 26 October 1951.

2. CIA Security Regulations meet the minimum standards of the Executive Order except that the Order now requires specific identification of classified matter as "SECURITY INFORMATION" in addition to the usual classification categories, and in a few minor details. However, it is believed that an Agency announcement of the Executive Order would be desirable to stress certain security principles and responsibilities which require emphasis in the Agency. A detailed procedural statement to assure that the new markings are put into effect on time also appears necessary.

3. It is recommended, therefore, that

- (a) Tab A (Announcement of Executive Order) be approved and signed by you for distribution to each employee.
- (b) Tab B (Marking Details) follow your announcement.
- (c) The Security Officer, CIA, by this paper, be authorized to carry out further implementation of the program.

**SIGNED**

SHEFFIELD EDWARDS  
Colonel, GSC

Attachment:  
Tabs A and B